

## Message Text

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DRAFTED BY LABOR F S BUGBEE/BLS

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FM SECSTATE WASHDC

TO AMEMBASSY BUCHAREST

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E.O. 11652: N/A

TAGS: ELAB, RO

SUBJ: DOL SEMINAR - PITESTI

REF: BUGBEE TO SILINS LETTER OF MARCH 13

1. DOL-PITESTI SEMINAR OUTLINE AIRPOUCHED APRIL 30 TO SILINS COVERING FOLLOWING IN DETAIL.

2. DOL TEAM: CONSISTS OF PROFESSOR GARTH MANGUM- DIRECTOR, CENTER FORECONOMIC AND COMMUNITY ANALYSIS, UNIVERSITY OF UTAH; MR. I.B. HENSON DIRECTOR, INTERNSHIP PROGRAM, UNIVERSITY OF UTAH; MR. LARRY REID TRAINING COORDINATOR, ATLANTIC RICHFIELD CO. AND DOL ACCOMPANYING OFFICER MR. SAMUEL JUSTICE.

3. ITINERARY: TEAM ETA BUCHAREST JUNE 21; TRAVEL TO PITESTI JUNE 23; SEMINAR BEGINS JUNE 24; SEMINAR COMPLETED JUNE 28.

4. SCHEDULE: JUNE 24 THRU 28; 9:00 A.M. TO 2:00 P.M. AS

FOLLOWS:

PROFESSOR MANGUM 9:00 TO 10:00 EACH DAY WILL PRESENT FOLLOWING TOPICS RESPECTIVELY; DAY 1, "MANPOWER PLANNING AND THE ROLE OF TRAINING AND HUMAN RESOURCE DEVELOPMENT IN THE FIRM" DAY 2, "STRATEGICS DECISIONS IN THE DESIGN AND DEVELOPMENT OF TRAINING PROGRAMS," DAY 3, "TARGET GROUPS FOR UNCLASSIFIED

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TRAINING PURPOSES;" DAY 4, "TRAINING METHODS, TECHNIQUES

AND RESOURCE REQUIREMENTS;" DAY 5, "EVALUATION OF TRAINING AND EXECUTIVE DEVELOPMENT PROGRAMS." MR. HENSON 10:45 TO 11:45 EACH DAY. DAY 1, TRAINING TECHNIQUES COVERING "VESTIBULE, ON THE JOB, APPRENTICESHIP AND PROGRAMMED LEARNING," DAY 2, GROUP METHODS COVERING "SENSITIVITY TRAINING, MANAGERIAL GRID AND OBJECTIVES;" DAY 3, MOTIVATION AND PRODUCTIVITY COVERING: "HERZBERG'S MOTIVATION HYGINE AND JOB ENRICHMENT, PARTICIPATIVE MANAGEMENT AND BEHAVIORIAL MODIFICATION METHOD." DAY 4, "MANAGEMENT DEVELOPMENT TRAINING" AND DAY 5, JOB SAFETY ANALYSIS (JSA) COVERING: "METHODOLOGY, PLANNING, ORGANIZAING AND CONTROLLING JSA PROGRAM. MR. REID WILL PRESENT THE FOLLOWING TOPICS RESPECTIVELY FROM 12:30 TO 1:30 EACH DAY: DAY 1, "ESTABLISHING TRAINING OBJECTIVES," DAY 2, "PRODUCING A SLIDE-TAPE TRAINING PROGRAM." DAY 3, COMMUNICATION COVERING "EGO STATES, (CHILD, ADULT, PARENT), LIFE POSITIONS AND USE OF DISCLOSURE AND FEEDBACK." DAY 4, "NEW EMPLOYEE ORIENTATION IN REFINING" DAY 5, "TRAINING PROGRAMS IN SAFETY AWARENESS." EACH SPEAKER WILL BE FOLLOWED BY A 30 MINUTE QUESTION AND ANSWER PERIOD AND A 15 MINUTE BREAK. THE SEMINARS WOULD END AT 2:00 EACH DAY FOR LUNCH AFTER WHICH PLANT OR FACTORY TOUR OF ROMANIAN TRAINING FACILITIES MIGHT BE ARRANGED. RUSH

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## Message Attributes

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